

**From:** [Donn Walters](#)  
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**Subject:** Fw: For EPA's consideration: Proposal for CEI September 22  
**Date:** 09/14/2011 01:40 PM

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Diane, I thought this might be good background for you. It is where we started several weeks ago. I think we have addressed much of this.

----- Forwarded by Donn Walters/R6/USEPA/US on 09/14/2011 01:33 PM -----

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Date: 08/25/2011 08:30 PM  
Subject: For EPA's consideration: Proposal for CEI September 22

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Dear EPA Colleagues:

I am attaching the following proposal for your consideration that includes the review from CAC members and a solicitation of comments/response as discussed at the last CAC meeting. Comments from the following CAC entities indicate support for the proposal as sent August 17, 2011 (with comments incorporated below and responses in brackets, additions in

underline) as follows:

1. Support for the proposal as sent with no revisions: HGAC (Kristi), GBF (Bob Stokes, Will Petit), MIMC (March), HCPCS (Latrice), POHA (Nicole)
2. Support for the proposal with comments as included in the proposal below: POHA (Linda), TDSHS (Tina, David, Dr. Beaucamp) (see attached for actual comments)
3. Comment to include to CAC list one additional staff person Stephen Ellis, TCEQ, project manager for the SJR site (Dredging permits). TCEQ (Luda)
4. A separate modified proposal submitted by TCEQ to EPA 8/25 (Crystal) (see second attachment ):

[Harris County comments on TCEQ Proposal submitted to EPA today: There is consensus on issues such as meet and greet and use of a facilitator. Big differences are a shorter time period of 1.5 hours (30 minutes for exhibits, 30 minutes for EPA presentation, and 30 minutes Q&A) and later start time of 6:30. TCEQ suggests a shorter 30 minute presentation by EPA that covers summary of work to-date, summary of TCRA process, and statement of what's next that focuses on TCRA and next steps. Based on our experience with these types of meetings including the last few SJ meetings and the information that needs to be conveyed and responded to, Harris County does not feel that a shorter agenda would address the needs of the community adequately and we support the items of c-f, the timeframe proposed, and the inclusion of the companies /GBF/TDSHS as provided below .]

### **Proposal for CEI meeting (as amended):**

1. Potential Date: September 22, 2010, Location: Harris County Precinct 2 Highlands Community Center
- 2 Recommendation to create a planning committee that would report back to CAC but would work closely in preparing and reviewing the presentation materials, preparing responses to questions from last meetings/anticipating questions, ideas for outreach in getting the word out, agenda, helping on the day of the meeting etc. Those who would like to tentatively volunteer contingent upon EPA concurrence, please let me know. Members would be from CAC. [TDSHS recommends getting feedback from someone from the community to ensure that the materials are understandable. Linda wondered about need for planning committee if much of the presentations were shown at July meeting. Clarifications: Those have not been vetted by EPA yet and lot of details still to be worked out thus need for smaller committee]. Final approval of materials and any other items would remain at the discretion of EPA.
3. Big picture concept: As part of CIP and the outreach efforts to the community coupled with our experience and interest in reaching out to the public in our region, our request is that we along with the members of CAC have a contributing role in planning and helping with the meeting. We understand it is an EPA meeting and EPA is the lead agency and we appreciate you considering our proposal.
4. The following are specific concepts [numbering changed to bullets]:
  - We would like to propose the use of a facilitator (e.g. Diane Sheridan). Commissioner Morman with Precinct 2's office has hired Diane for their town hall meetings and one knows the local audience and does a good job. The

facilitator would do the introductions, lay out the rules, and manage Q&A and pace and tone of the meeting. It is the neutral person not associated with any of us. After the initial phase, she would handle it over to Donn Walters who could be panel moderator. [Comments and response to Linda Henry; Diane Sheridan if approved is not on contract with HC and the companies have agreed to pay for the facilitator, Donn will work with facilitator We propose the following rules: Q&A at the end when folks can come up to the mike. Each person would be handed a notecard at the beginning and asked to jot down questions/comments as they occur during the presentation and then come up during the Q&A. Or if they are shy, hand them to someone who will give them to the facilitator or they can turn them into EPA for consideration. [Linda Henry suggested clarifying that comments will be submitted to EPA]

- We propose the following rules: Q&A at the end when folks can come up to the mike. Each person would be handed a notecard at the beginning and asked to jot down questions/comments as they occur during the presentation and then come up during the Q&A. Or if they are shy, hand them to someone who will give them to the facilitator or they can turn them into EPA for consideration. [Linda Henry suggested clarifying that comments will be submitted to EPA]
- We heard some concerns about folks not getting timely notice of the last CEI meeting. We suggest discussing how to get the word out. The CAC members can help with distributing the information as well and having a notice at Highlands. [Linda Henry suggests advertising at grocery stores, posting notice at the community meeting].
- A 6-6:30 pm timeslot at the beginning that is a meet and greet. We would set up different exhibits/areas that the public could look through with staff at each exhibit. The exhibits would be in categories such as – Background/History, Short-term Containment, Fish Advisories, Community Awareness (have actual signs, pictures of fencing etc.). [Comments concur but later start time of 6:30 suggested by TCEQ, see below ) .
- Including the RPs. in the public meeting and presentation (e.g. David Keith). The RPs can help with preparing materials and helping with setting up the exhibits. The work has already begun in terms of what was shared at the last CAC meeting (example of presentations, liner etc.)
- Do a dry-run/ plus share slides with planning committee for input.
- Discuss issues raised at previous meetings and be prepared with responses that are clear, acronym free, and understandable to the public. Companies have shared a transcript of the previous meeting that would be useful for that purpose
- **Proposed Agenda** for actual Two Hour Meeting but start-time of 6 pm for the exhibits and end-time of 8:30 (and can increase if more questions). [TCEQ suggests a shorter time of 1.5 hours and start time of 6:30; see attachment and HC response]

- a. Meet and Greet/Exhibits/Informally respond to Questions (6-6:30 pm)
- b. EPA Opens the Meeting and Introduces the Facilitator (2 minutes) [TCEQ comment for EPA to open meeting – up to EPA in coordination with facilitator or can be a part of d]
- c. Introductions/Rules by Facilitator (5 mins)
- d. Moderator – sets up technical panel. Panel provides General Overview/Background/Summary of SJRWP Superfund Site and where we have

been and where we are now and plans for future (assume that the person who has walked in knows nothing and these are brief slides that set the stage. David Keith provides an example from the last CAC meeting and we could work off that (10 minutes)

e. Short-Term Containment (25 mins)

f. Long-Term Investigation and Remedial Solution (e.g. RI/FS discussion and where we are now and where we will end up and this could cover the sampling results, southern impoundments etc.) (20 mins)

g. Discussion on Fish Advisories and Dioxins in the Waterways (we got some questions about what can we eat etc and we would suggest having Bob/Scott at GBF and Tina at DSHS present the materials. GBF has excellent materials that are easy to understand in terms of what to eat where and what fish advisories apply. (10 minutes) [ DSHS's comment is that if the only concern is which fish/how much can we eat, GBF could present to avoid any confusion. DSHS would like to make sure what information CAC feels should be covered. This can be further explored by the planning committee.]

h. Q&A (40 minutes)

(c, d, and e would be a panel with Donn as moderator and experts on the panel to include Val, Gary, David, Linda/Luda on the panel and any the planning committee suggests).

Proposed Planning Committee members who have expressed an interest to participate: Ken Haldin (MIMC), Snehal, Latrice, Kristi, Bob/Scott (not including EPA or TCEQ who would be involved) (other county rep would be Precinct 2 where the meeting would be held). If anyone else wants to join in, please let me know.

Thank you for considering this and with September 22, we request a quick turnaround and for at least the planning committee to start getting ready and for the mail-out/notice to begin.

Best wishes,  
Snehal.

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.[attachment "TDSHSPOHAcmts.srp.doc" deleted by Donn Walters/R6/USEPA/US] [attachment "San Jacinto TCEI Recommendations Draft August 2011.pdf" deleted by Donn Walters/R6/USEPA/US]